

SDP Charter School Office
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Notes reflect findings as of June, 2012. Any changes that were made to a school's application process since June 2012 are not reflected in this document.

School Name	Findings	Notes
Alliance for Progress	Minimal Barriers No Barriers	Minimal concerns about application form and policy. Application form is available in English and Spanish. Application form asks for current school.
Arise Academy Charter High School	No Barriers	No concerns about application form and policies. Application, policies and procedures seem appropriate for school's mission of serving students in foster care. Recruitment primarily through coordination with DHS and other provider agencies who serve students in foster care. Applications are typically emailed or faxed to DHS worker.
Belmont Academy Charter School	Significant Barriers	Significant concerns about the application form and/or procedures. Policy follows catchment area (first-come, first-served in the catchment; lottery only if there is a waitlist). Application form asks for: FRPL/income status, home language, current disability/ IEP status) and are are required prior to admission. Family visit/interview is also required. Application is 12 pages without forms; appx. 25 with forms)

Belmont Charter School	Significant Barriers	Significant concerns about the application form and/or procedures. Policy follows catchment area (first-come, first-served in the catchment; lottery only if there is a waitlist). Application form asks for: FRPL/income status, home language, current disability/ IEP status) some info on forms and are required prior to admission. Family visit/interview is also required. Application is 12 pages without forms; appx. 25 with forms
Boys' Latin	Significant Barriers	Significant concerns about application form and policy. Parents/guardians are required to attend an information session to receive an application form. Application is available in English only. Application form asks for current school, race (as part of Outward Bound permission form), special education records, place of birth, home language, disciplinary information, parent income and employment status. Parent permission forms for photography and to view R-rated films is attached to the application. Parents must identify two (2) people that will support the child's educational success throughout the year as part of the Parent-Led Team form, attached to the application. Application form is 24 pages.
Eastern University Academy	Significant Barriers	Significant concerns about application form, policies, and procedures. Recruitment is through word of mouth and advertisements in neighborhood papers. No targeted ELL or sped outreach. Application form asks for place of birth; current IEP/disability status; guidance counselor must submit current standardized test scores; discipline records; US citizenship status; 1 page of formal essay and (5) pages to respond to approx. 20 short answer questions on why they are applying, reflections on their past and personality, and understanding of the school philosophy (some requiring review of school-related websites), 1-2 page TYPED essay evaluating a book which is specified in the application; 3 letters of recommendation -- 1 of which must come from religious leader or member of community) Interview, all before admission is granted. Application form is 10 pages (without instructions page)

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First Philadelphia	Significant Barriers	Significant concerns about the application form and/or procedures. The application process is paperless; however, the school will allow applicants to use their computers to apply during open-house events. The application form is available in English only. Application form asks for current school, race/ethnicity, parents' employment status, household income, and IEP/disability status. The application is 1 page long.
Franklin Towne CES	Minimal Barriers No Barriers	Minimal concerns about application form and/or policy. Application is available in English, Spanish, and Arabic. Policy and outreach follow the catchment area. 1-page application form asks for current school and reason for leaving; other forms are due only after an offer of admission is sent.
Hope	Significant Barriers	Significant concerns about application form and/or policy. Application is available in English only. Application form asks for current school and which parents the student lives with. Application form asks for current school, race, special education records, place of birth, home language, disciplinary information, GPA or grades, PSSA scores, and health insurance information. Application forms asks whether student takes medication. Student personal interest form required. Student interview required. Parent involvement agreement required. While some of this information may assist the school in its mission to "meet the unique needs of students who are not currently succeeding in their conventional school," it is not clear from the admission policy or written lottery procedures how this information is factored into the admissions process, if at all. Application is 18 pages.
Green Woods	Significant Barriers	Significant concerns about application form and/or procedures. Applications are available at school's open house only (School held only one in January, 2012 for the 2012-13 school year). Application for available in English only. Application form asks for current school and disciplinary information. The application is 2 pages long.

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Imhotep	Significant Barriers	Significant concerns about application form and/or procedures. Application form is available in English only. Completed applications must be faxed or dropped off at the school (i.e., no mailing). Application form asks for current school. Website stated, under a section titled The Application, that "Parents complete registration documents and are required to present birth certificates, immunization documentation and current report cards and grade information. IEP's are required of students receiving special education services." Although these documents are required only after an offer of admission has been made, this is not clear from the website information. The application is 1 page long.
KWPP	Minimal Barriers No Barriers	Minimal concerns about application form and policy. Lottery system is described on application form. Application form is available in English and Spanish. Application form asks for name of current school. Parent permission to participate in KIPP research solicited on application form (although permission is not required to enter admissions lottery). Application is 1 page.
Laboratory CS	Significant Barriers	forms provided only at "open house" events and must be completed at those events (i.e., applications cannot be taken home); school refused to give our team a copy of the application form. Application form available in English only, and translation services are not provided. Application form asks for: race/ethnicity, FRPL eligibility, birth certificate, baptismal certificate, names of parents' employers, immunization documentation, proof of promotion to next grade, and discipline information. Lottery performed out of county (in Lower Merion Township). All admitted students are given a three-hour placement exam prior to enrollment; accommodations are not provided at this exam nor are interpretation services. Many students are retained a grade based on the results of this test. All parents must <i>reapply</i> each year that they would like their child to remain enrolled. Application form is 5 pages long.

Mastery--Pickett	Significant Barriers	Significant concerns about application form. Application forms provided only at 5 orientation sessions and in English only. Lottery preference for catchment/feeder area specified in policy. Application form asks for current school, race, special education records, place of birth, previous testing results, disciplinary information, GPA or grades, home language survey, and health insurance information. Student essay is required (1 page). Parental permission to conduct drug testing and behavior contracts required. Application is 21 pages.
Multi-Cultural Academy	Significant Barriers	Significant concerns about the application form and/or procedures. Application form ("Application of Intent") available at school only. The application form is available in English only. There is one mandatory orientation session for all applicants. Application form asks for proof of birth (either birth certificate, passport, "green card," baptismal certificate, or a receipt that parent has applied for any of these documents, immunization documentation, current school, grades/GPA, standardized test scores, and other documents (either a health insurance card, or "legal document" or "tax documents). A current IEP/NOREP and physical examination are requested, but not required. The application form is 1 page long.
PET	Significant Barriers	Significant concerns about the application form. The application form is available online, by mail, or in person, but a physical examination form must be picked up at the school. The application is available in English, Spanish, and Chinese upon request. The school will translate an application into other languages if needed. Application form asks for current school, race/ethnicity, home language, IEP/disability status, immunization documentation, disciplinary information, grades/GPA, and standardized test scores. Applicant is asked to divulge any "mental health issues." Non-discrimination statement is printed on the application form. Applicants must submit an essay of 100 words in length and must also attend an interview. Parent and applicant are asked to sign a pledge to "maintain an excellent academic record." The application form is approximately 12 pages long.

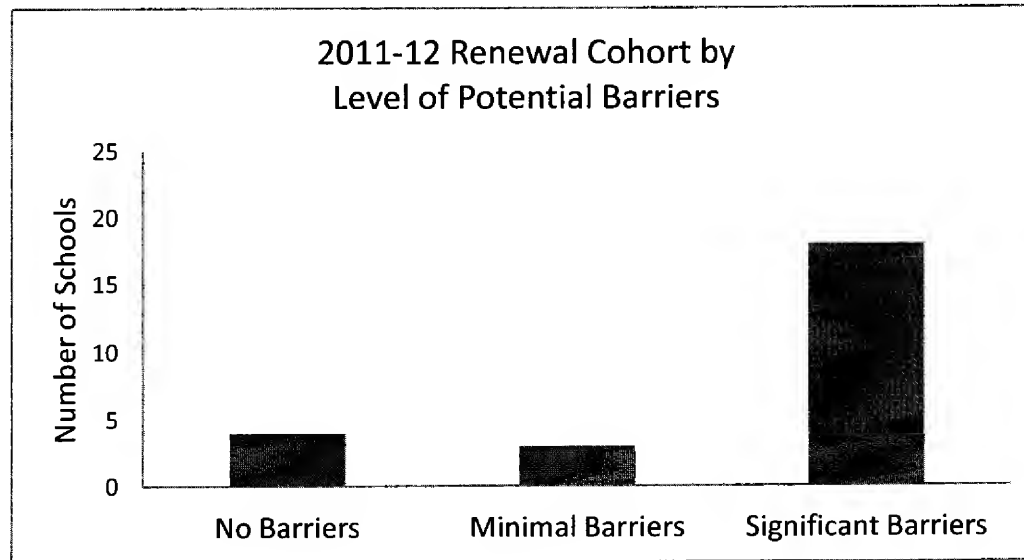
Planet Abacus	Significant Barriers	Significant concerns about application form and process. Application forms provided only at "open house" events and must be completed at those events (i.e., applications cannot be taken home); school refused to give our team a copy of the application form. Application form available in English only, and translation services are not provided. Application form asks for: race/ethnicity, FRPL eligibility, birth certificate, baptismal certificate, names of parents' employers, immunization documentation, proof of promotion to next grade, and discipline information. Lottery performed out of county (in Lower Merion Township). All admitted students are given a three-hour placement exam prior to enrollment; accommodations are not provided at this exam nor are interpretation services. Many students are retained a grade based on the results of this test. All parents must reapply each year that they would like their child to remain enrolled. Application form is 5 pages long.
Preparatory	Significant Barriers	Significant concerns about application form and/or procedures. The application form is available online or by mail, in English only. Application form asks for current school, race/ethnicity, parents' employment and marital status, household income, immunization documentation, grades/GPA, and standardized test scores. The application form is 1 page long.
Sankofa	Significant Barriers	Significant concerns about application form and/or procedures. Multi-stage application process, requiring parent to attend an information session in order to apply (school refused to give our office a copy of the application). Application available in English only. "Intent to Enroll" form required for entrance into lottery; this form is 1 page long.

Southwest Leadership Academy	Minimal Barriers	Minimal concerns about application form and policy. Application information on website is outdated, and team had difficulty obtaining consistent information about application process from the school. Application form is available in English only. Application form asks for home language, but states that providing this information is optional. Application is 1 page.
Tacony	Significant Barriers	Significant concerns about application form and/or policy. Application form available online only. Some lottery information available from website. No targeted recruiting of ELLs, and application form is available in English only. Application form asks for current school, IEP status, disciplinary information. High-school application requires student essay and parent response to 3 short-answer questions. The K-7 application is approximately 3 pages long; the HS application is 4-5 pages long.
Truebright Science Academy	Minimal Barriers	Minimal concerns about application or policy and procedures. Application form asks for current school and which parents the student lives with. Application form is 1-2 pages long.
West Oak Lane	Minimal Barriers	Minimal concern about application form and/or procedures. The application form is available online or at the school (school said that they would mail application in case of disability). The application form is available in English only. Application asks how long the student has been at his/her current address. The application is 2 pages long.
Wissahickon	Significant Barriers	Significant concerns about the application form and/or process. The application form is available online or at the school. Application is available in English only. Application asks for type of domicile (e.g., foster care, shelter, etc.), place of birth, parent's government-issued ID, copy of student's medical card, previous school and school type (e.g., "public, charter, non-private," etc.), grades/GPA, PSSA scores (or other standardized test). A 1-page teacher recommendation is required. Submission of an IEP is asked for, but is voluntary. Application form states that admission is blind and is by lottery.

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World Communications	Significant Barriers	Significant concerns about application form and/or procedures. Application form is available in English only. Application form asks for race/ethnicity, proof of custody, parental occupation information, household access to technology, home language, current school, IEP/disability status, immunization documentation, GPA/grades, and standardized test scores. Applicant must also submit a one-page essay and answers to questions about future plans. Parent must also answer questions about ability to volunteer at the school, etc. Applicant must also attend an interview. Application form is 14 pages long.
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No Barriers	4
Minimal Barriers	3
Significant Barriers	18



School Name	Findings	Notes
New Foundations	Significant Barriers	Significant concerns about the application form and/or procedures. Application form is available in English only. Application is available online or at the school. School's website also has information about the school's lottery. Application form asks for: place of birth, race/ethnicity, vaccination records, applicant's current and previous IEP status, current and previous ELL status, name and phone number of parent's employer. The high-school application asks for previous discipline information, previous grades, and a writing sample. Applicants must make a "career-oriented presentation" prior to admission. Application is 2-3 pages long.
Ad Prima		
Franklin Towne CHS	Significant Barriers	Significant concerns about application policies and procedures. Application form is available in English and Spanish. Information on school website states that translation services are available for other languages. Application form asks for contact information only, but students are required to take a test "as part of the enrollment process." At the time of this study, the school was charging \$45 fee as part of the enrollment process (this has since been resolved). Application is 2 pages long.
Global Leadership	Significant Barriers	Significant concerns about application policies and procedures. The application is available online, can be requested by mail online, and can be picked up at the school. The application is available in English only. The application asks for basic contact information as well as whether a child is in foster care or cared for by a guardian, parents' work phone number, race/ethnicity, place of birth, current and previous IEP or disability (including GIEP), whether a student has had a psychological/psychiatric evaluation, had remedial coursework, had a speech or language evaluation, or auditory of visual therapy, requests GPA/grades from the most recent year, most recent PSSA/TerraNova scores, and vaccination records. The application is 4 pages long.

		<p>Significant concerns about application process and policies. Application is available in English and Spanish. A copy of the application can be found on line or can be picked up at the school. All completed applications must be dropped off at the school. Application requests information on GPA, parents' occupation(s), who the child lives with, custodial parent(s), and proof of residency. Application also requests copies of student IEP or disability status, health records, U.S. school attendance, years in the PA school system and visa information. Parents are required to submit emergency information, a photo release, PIMS form, and an affirmation statement. The application is 14 pages long.</p>
Mariana Bracchetti	Significant Barriers	
		<p>Minimal concerns about the application policies and procedures. The application is available online, can be requested by mail over the phone or online, or can be picked up at the school. The application can be submitted by mail, fax or by dropping it off at the school. The application is available in English and Spanish. The application asks for basic contact information as well as income/FRPL status, and parents' work phone number. The application is 1 page.</p>
Nueva Esperanza	Minimal barriers	
Phila. Performing Arts		